



2006 Excellence in Practice Award Nomination Cover Sheet

Due Date: November 4, 2005 (Please TYPE or PRINT clearly.)

PART 1: To be completed by the Agency Submitting the Program Nomination

Program/Practice Title: _____

Program/Practice Address: _____

Program Contact Person: _____ Phone: _____

Title/Position: _____ Fax: _____

Mailing Address: _____

E-mail Address: _____ Best Time to Reach Contact: _____

Responsible Educational Agency: _____

Agency Address: _____

PART 2: To be completed by the Regional Career Initiative Coordinator (See attached list.)

Career Initiative Region Name: _____

Career Initiative Coordinator Name: (type or print) _____

Signature: _____ Date Signed: _____

EAG Chair Name; (type or print) _____

Signature: _____ Date Signed: _____

(Signature indicates review and endorsement)

PART 3: Career Initiative Coordinator must send ONE ORIGINAL AND FOUR COPIES

of each nomination postmarked by November 4, 2005 to:

Ms. Donna Beltz
Office of Career and Technical Preparation
Michigan Department of Labor & Economic Growth
P.O. Box 30712
Lansing, Michigan 48909

Street address for express delivery only:
201 N. Washington Square, 2nd Floor, Lansing, MI 48913
(Late submissions will not be considered or reviewed.)

Statement of Assurance of Compliance with Federal Law

The Michigan Department of Labor & Economic Growth, Office of Career and Technical Preparation, complies with all federal laws and regulations prohibiting discrimination and with all requirements and regulations of the U.S. Department of Education. It is the policy of the Office of Career and Technical Preparation that no person on the basis of race, color, religion, national origin or ancestry, age, gender, height, weight, marital status or disability shall be subjected to discrimination in any program, service or activity for which it is responsible, or for which it receives financial assistance from the U.S. Department of Education.

Contact: Office of Civil Rights Coordinator, Office of Career and Technical Preparation
P.O. Box 30712 ■ Lansing, MI 48909 ■ (517) 373-3373

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Auxiliary aids and services are available upon request to individuals with disabilities.



2006 Excellence in Practice Awards

September 20, 2005

Dear Colleagues:

On behalf of the **2006 Michigan Career Education Conference** committee, I am requesting nominations for the **2006 Excellence in Practice Award**. This prestigious award recognizes exemplary practices in preparing Michigan's students for careers aligned and articulated with postsecondary education, professional and technical careers, and employment. The 2006 awards will be presented during the opening session of the conference on Monday, February 6, at the Amway Grand Plaza Hotel in Grand Rapids.

This year's conference theme, **“All Education is Career Education: Bringing Academics and Career Technical Education Together,”** focuses on the need for academic rigor and relevance to the work world in **all** secondary/postsecondary coursework to better prepare students for higher education and careers.

Eligible nominations should be state-approved Career and Technical Education (CTE) programs and/or Tech Prep programs that demonstrate outstanding outcomes, produce measurable results for students, and are academically rigorous. They should be either secondary programs leading to curriculum alignment and articulation with post-secondary programs and/or postsecondary training programs that demonstrate highly effective, proven teaching and learning strategies incorporating authentic instruction. Practices and programs still in development or not fully implemented will not be considered.

The completed nomination form must be submitted, as directed on the enclosed form, by the career initiative coordinator from your Career Initiative region (see enclosed list). This regional coordinator should submit all award nominations to the region's Education Advisory Group (EAG) chair for signature, indicating review and endorsement, and then forward the nominations to the Office of Career and Technical Preparation (OCTP) as directed on the application. Up to three nominations will be accepted from each region.

Enclosed are the award application, nomination cover sheet, and evaluation criteria. These documents will also be posted on our website, www.michigan.gov/dleg. (click on “Career Development” under “Other DLEG Agencies”) or go to www.mcte.msu.edu. All nominations must be **postmarked no later than Friday, November 4, 2005**. Late submissions will not be considered or reviewed.

Please contact Ms. Donna Beltz at (517) 373-8204, belzdd@michigan.gov, if you have any questions or need more information. Our conference committee looks forward to receiving your nomination.

Sincerely,

Deb LaPine, Director
Career Education Programs

Enclosures



2006 Excellence in Practice Award Application

Recognizing Exemplary Practices in Preparing Michigan's Students for Careers

Due Date: November 4, 2005

On behalf of the 2006 Michigan Career Education Conference Committee, the Office of Career and Technical Preparation in the Michigan Department of Labor & Economic Growth is seeking nominations for exemplary Tech Prep and state-approved Career and Technical Education (CTE) programs that prepare students for careers aligned and articulated with postsecondary education, professional and technical careers, and employment.

Standards for Programs Nominated:

- Should provide rigorous, relevant (authentic/contextual) secondary/postsecondary academic, technical, and/or career education, producing outstanding, measurable results for students;
- Should demonstrate highly effective and proven teaching and learning strategies;
- Should be approved secondary CTE programs with curriculum aligned to Michigan Curriculum Framework, or
- Should be Tech Prep programs with aligned curriculum and valid, current articulation with postsecondary partners.

Directions

Describe your program by addressing the following criteria. Answer each evaluation criterion in the order listed. Please keep each response brief and limited to the specific question. A maximum of seven pages will be accepted, including attachments. The cover page (see attached) is not counted. Please use at least a 12-point font; no italics or script font except for appropriate literary acknowledgement. Please do not send bound copies or enclosures such as CDs, videos, brochures or posters. Additional materials will not be considered or returned.

Evaluation Criteria

- 1. State why you believe your program is excellent in preparing students for postsecondary education, careers, and employment. (30 pts. maximum)**
 - A) Describe what makes this program exemplary and/or unique, compared to other CTE or Tech Prep programs. (10 pts.)
 - B) **If this is a Tech Prep program**, describe whether the program includes high academic standards, aligned curriculum, and valid, current articulation with postsecondary partners. (10 pts.)
 - C) **If this is a CTE program**, describe how the program is aligned with state and/or national clusters, and/or Michigan's Curriculum Framework. (10 pts.)
If this nomination represents both CTE and Tech Prep, points for each may be awarded, for a maximum total of 30 points possible for A, B, and C combined.
- 2. Explain how this program demonstrates highly effective, proven teaching and learning strategies that incorporate authentic instruction (career contextual learning). (20 pts. total)**
 - A) Provide/describe evidence that highly effective and proven strategies are being used, based on recognized state and national academic and occupational standards. (10 pts.)

- B) Describe how and to what extent authentic (career contextual) instruction is incorporated into the curriculum and is evident in classroom instruction. (10 pts.)
- C) *Describe how the program integrates academic rigor into career and technical program instruction. **(Bonus: up to 5 points possible.)**

3. What are your program results? Consider the following and answer any/all that apply. (20 pts. total)

- A) Describe results, in measurable terms, how demonstrated outcomes are truly outstanding.
- B) How is the program based on rigorous standards, demonstrating high skill attainment?
- C) Describe evidence of workplace readiness skills attainment, consistent with employer needs and/or advisory committee recommendations.
- D) What are your most current CTE follow-up survey results regarding student placement in employment or continuing education?
- E) Do you have evidence that Tech Prep students entering postsecondary education demonstrate a reduced need for remediation?

4. What is the scope and scale of your program? (10 pts. total)

- A) Describe the scope and scale of your program or practice; that is, what percentage of your student population is actively involved, at what grade levels? (5 pts.)
- B) Describe evidence of significant student, teacher, and/or community impact, beyond what would be expected as typical or commonplace in similar programs. (5 pts.)

5. Describe the roles and responsibilities of your partners in this program. (20 pts. total)

Partners may include, but are not limited to, K–12 education, community colleges, four-year colleges or universities, employers, labor groups, community agencies, advisory groups, or parent groups.

- A) Describe the extent and nature of your collaboration with all stakeholders to strengthen the quality and effectiveness of the program. (10 pts.)
- B) Describe your secondary-postsecondary collaboration process to align curriculum and keep articulation agreements valid and current. (5 pts.)
- C) Describe how your program advisory committees (i.e., secondary and postsecondary) and/or industry partners are involved. (5 pts.)

Nomination cover sheet (required) and application may also be downloaded at:

www.michigan.gov/dleg (Click on “Career Development” under “Other DLEG Agencies.”) —or— www.mccte.msu.edu

If you have any application questions, please contact:

Ms. Donna Beltz at (517) 373-8204 or beltd@michigan.gov.